



Call for Applications

EU-TriBE: European Triple Bachelor's Degree in Economics and Business Edition 2024/2025

This call is open to students enrolled in the first year of the Bachelor's Degree in Economics and Business at Luiss in the academic year 2024/2025.

1. General Program Rules

Selected students will have the possibility to attend courses at the Solvay Brussels School of Economics and Management (SBS-EM) of the Université libre de Bruxelles (2025/2026) and at the Goethe University (a.y. 2026/2027) and have the credits recognized in their Luiss career at the end of the experience abroad.

Selected students will spend abroad the second and third year of the Bachelor's Degree during the a. y. 2025/2026 and 2026/2027 and will be registered at Luiss during their stay at the partner universities. They will not be required to pay additional tuition fees at the partner university, but they will continue paying fees to Luiss during the entire duration of the program.

If compliant with all universities' rules and conditions, as for credits envisaged, attendance, deadlines, academic integrity, etc., participating students will receive three degrees, which will be issued according to each university's procedures.

During the mobility, students will be subject to the rules of SBS-EM (second year) and Goethe (third year) for all matters related to their academic life.

Selected students are required to read and understand the Student's Handbook, including the Study Plan and the Program Rules. These rules are to be considered binding to the successful completion of the program. Once selected, students are required to carefully read and sign the document "General Understanding on Mobility: Double Degrees and Structured Exchanges".

Selected students will be required to take all credits listed in the study plan in each academic year at the university where she or he is studying within the academic year (excluding the retake session in August / September). Failure to do so implies withdrawal from the program and return to their home institution,

which can recognize credits taken abroad at their own discretion according to its own procedures and policies.

Students are not eligible for graduation at Luiss in the Summer Session 2026/2027 (July). Therefore, the earliest graduation session will be in Autumn 2026/2027 (October / November).

All expenses related to the participation in the program, notably transport to and from the host universities, accommodation and food, administrative expenses, costs associated with securing a visa, medical/health/accident insurance, books, application fees or deposits, and personal expenses, as well as the regional tax and the graduation fee every year, will be borne by students. Furthermore, students must comply with all the regulations of all universities to obtain the three Degrees.

Selected students are eligible for an Erasmus+ grant for one academic year and for University funds for another academic year. The allocation of the grant will depend on the annual fund for Erasmus+ available to the European Commission. Further information on the topic will be shared with students in the summer period (Summer 2025).

During the year of studies at Goethe, students are required to pay a contribution to the student service association “Studentwerk” and the obligatory semester ticket for local and regional public transport (300 € per semester).

Students can request on-campus housing and/or board at SBS-EM and Goethe on a space-available basis. If on-campus housing cannot be arranged for students, SBS-EM and Goethe will not be obligated to assist with securing off-campus housing.

During the mobility and prior to it, selected students must comply with all regulations in force in Belgium and Germany in terms of health and safety, immigration, unexpected events or others.

While every effort will be made to provide students with complete, accurate and timely information, Luiss reserves the right to change, amend, modify, or revoke the aforementioned program. Luiss is not responsible for any cancellation or modification due to events beyond its control. If the program is cancelled or modified for these reasons, Luiss will inform all interested students in a timely manner.

2. Compatibility with other international programs

2.1. Compatibility with the Structured Exchange with the Utrecht School of Economics

Eligible students are allowed to apply for EU-TriBE and for the Structured Exchange with the Utrecht School of Economics (ExS USE).

Students applying to both Calls who will be selected for EU-TriBE must confirm their participation to the program within the established deadline, as detailed in paragraph “Acceptance”.

If selected students confirm their participation to EU-TriBE, they will be automatically excluded from the selection for the ExS USE and will be removed from the candidates list.

If selected students do not confirm their participation to EU-TriBE according to the rules explained in paragraph “Acceptance”, they will remain eligible for the ExS USE.

2.2. Compatibility with other international programs

Selected students for EU-TriBE are not allowed to apply to any other international program at Luiss during the subsequent academic years of their Bachelor’s Degree unless expressly authorized in writing by Luiss.

2.3. Compatibility with other international programs

EU-TriBE might be incompatible with some ENGAGE.EU mobility programs. Students interested in both programs are urged to check academic calendars accordingly and ask the ENGAGE office for confirmation.

3. Available slots

The number of available slots is a maximum of 10.

4. Requirements

Eligible students can apply for the final selection process if they comply with the following requirements:

- Being regularly enrolled to the first year of the Bachelor's Degree in Economics and Business at Luiss in the a.y. 2024/2025
- Being in regular time frame and having no pending administrative issues with Luiss
- Holding a B2 level of English language certified by one of the following:
 - TOEFL min. 75/120 IBT
 - IELTS min. 6.5
 - Cambridge: CPE, CAE, FCE min. grade B
 - Duolingo min 110/160
 - Accademia linguistica Trinity School di Roma: B2.4 level
 - International Secondary School Diploma totally taught in English
- Having a GPA equal or above 25/30 by the end of the Winter Exam Session 2024/2025
- Having registered all first-semester graded on a 30-point scale courses by the end of the Winter Exam Session 2024/2025 and all first-year courses by the end of Summer Exam Session 2024/2025

4.1. English language requirement

The English language certificates cannot be older than two years from the start of the mobility period (1 September 2025). Hence, we will consider as valid the English-language certificates listed at the point 4 that have been obtained from September 2023 onwards. Applicants must meet the requirements using a single test.

Please note that documents certifying the enrolment in the Bachelor's Degree in Economics and Business are not considered as an English certificate for the present call. Only certificates listed in the table at the point 4, section "English Language" will be accepted.

For the selection process of this call, the English level achieved in the admission test will not be considered.

Applicants have the possibility to take an ad hoc, free of charge, test at the Accademia Linguistica Trinity School di Roma (Via dei Mille, 35) by 21 January 2025. To register, please send an email to the CLA at cla@luiss.it no later than 13 January 2025, by 1:00 PM. Please cc into your email the International Development Office using international@luiss.it. During the test the use of dictionary or other translation tools is not permitted.

During the registration process, students might opt for taking the test either in person at the Trinity School or online on the dedicated platform, with a final Skype interview for the oral assessment. Thus, students who have not a Skype account yet, are invited to create it in advance. For further information about the test and the language level as stated by Luiss please contact the CLA (cla@luiss.it) by 13 January 2025.

Students not eligible to take the ad hoc test mentioned above but interested in submitting a certificate issued by the Trinity School are allowed to do so but should be aware that this is a fee-paying assessment test, which shall be booked autonomously by the student. The test can be taken at any moment before the application deadline. The test is available also for students holding other language certificates and/or a CLA language level.

5. Application procedure

Applications can be submitted from 8 to 24 January 2025 by 5:00 pm.

To apply, students must complete the application form and upload the required attachments through the web self-service area of the Luiss website¹.

Only applications accompanied by all documentation and received by the application deadline will be considered. Students are encouraged to apply well in advance of the application deadline and to double check the data entered in the application.

If students have any questions regarding the documents to upload or require further details about the required documentation, they are encouraged to reach out to the International Development Office for assistance before the application deadline.

Furthermore, students who require compensatory tools or dispensatory measures during the mobility are invited to get in contact with the International Development Office (international@luiss.it) before applying to the program, in order to get more information on the special provisions guaranteed in the selected destinations.

The International Development Office reserves the right to request further details or documents to applicants.

¹ Students are required to read carefully the Application guidelines in the Appendix 2 of this Call for Applications.

5.1. Attachments requested in the application

Students are required to follow the Application Instructions which are uploaded in the Useful Documents section of the webpage of each program.

To be considered, the attachments must be in English and in PDF, readable, scanned (not photographed), named as follows:

DOCUMENT_SURNAME_ EUTRIBE (e. g.: PASSPORT_ROSSI_EUTRIBE)

List of attachments:

1. English Language Certificate (expired certificates are not accepted)
2. Curriculum Vitae in English
3. ID Card, or Passport²
4. One motivation letter in English (approx. 500 words), attesting the motivation to participate in the program. The letter should include:
 - your personal reasons for applying
 - the academic reasons that make you a good fit for the program
 - examples of soft skills that make you a suitable candidate (e.g. real life examples of proactivity, adaptability, problem solving skills).
5. Photograph (portrait passport)
6. French and/or German language certificates (optional)
7. Other certificates useful to the application (optional).

6. Selection

An Academic Commission nominated by the Dean of the Undergraduate School will select students on the basis of a non-disputable evaluation.

Eligible candidates will be ranked after the analysis of their Selection Score, as reported in the table below. The Selection Score will be calculated based on the data available to the Student Office in February 2025.

² The passport is required for students who will be required to apply for a study visa for Belgium and/or Germany.

Criteria	Percentage	Details
Weighted GPA	40%	Starting from the minimum valid grade (18/30).
English language level	25%	To be evaluated according to the CEFR levels.
Motivation Interview	25%	Analysis of motivation of the student, including the personal statement, to be held in mid-February (final date to be confirmed)
German language level	5%	To be evaluated according to three thresholds: A (A1 and A2), B (B1 and B2) and C (C1 and C2).
French language level	5%	To be evaluated according to three thresholds: A (A1 and A2), B (B1 and B2) and C (C1 and C2).

The English language proficiency will be assigned according to the following table:

Level	Cambridge	IELTS	TOEFL	Duolingo	Other
C2.2, C2.1	CPE, CAE grade A	9 – 8.5 – 8	120 – 110	160 – 145	
C1.3, C1.2, C1.1	CAE grade B, C FCE First B2 grade A	7.5 – 7	109 – 91	140 – 125	International Secondary School Diploma totally taught in English.
B2.4	FCE First B2 grade B	6.5	90 – 75	120 – 110	

In case of ex aequo, other experiences listed in the curriculum vitae and knowledge of other languages will be considered. The students may be requested to send the relative documentation of experiences declared in the CV.

6.1 Privacy Notice

We encourage all applicants to review the Appendix 1, which includes important information about the privacy notice. Understanding these guidelines will help you stay informed about how your data is handled and protected throughout your studies.

7. Communication of results

In compliance with current provisions on personal data protection, rankings will not be published. Students will be informed of the result of their own application only. Information such as other candidates' position in the ranking will not be disclosed.

Selected students will receive the communication via-email by 21 February 2025 (date may be subject to change) on their Luiss student e-mail account. Thus, students are strongly invited to check their Luiss email account every day while the selections are ongoing.

The selection results are considered provisional until selected students register all first-year courses by the end of Summer Exam Session 2024/2025. In case a student fails to pass one or more exams by such deadline, he or she will be excluded from the program.

8. Acceptance

Selected students will be required to confirm their acceptance through written notification within one working day from the notification of results.

In case of refusal or missing notification by the deadline, the following candidate in the waiting list will be recalled. Recalled students will be required to confirm their participation by written notice within one working day.

Any refusal submitted after a candidate has accepted the offer for a slot will be forwarded to the Deputy Rector for Teaching and Quality, who, in collaboration with the Dean of the Graduate School and the Director of Academic Affairs, will assess the justification provided. Refusals deemed inadequately justified will be reported to the Graduation Commission.

9. Additional points

The participation in a DD program will provide additional points to the Final Grade of the Bachelor's Degree, according to [Luiss rules](#).

10. Further information

International Development Office
email: international@luiss.it
phone: +39 06 8522 5663

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Appendix 1-Privacy Notice

Informativa ex 13 Reg. 2016/679/UE

Prefazione

La presente informativa descrive le caratteristiche del trattamento effettuato dalla Luiss in relazione ai dati personali forniti da coloro che intendono candidarsi alle procedure di selezione per la presente Call for Applications ed evidenzia i loro diritti statutari al riguardo.

L'informativa viene periodicamente aggiornata per tenere conto dell'evoluzione normativa e delle nuove modalità di trattamento dei dati personali.

Quali dati personali raccogliamo?

Il Titolare raccoglie e tratta i seguenti dati personali dell'interessato:

- dati identificativi (nome, cognome, passaporto, fotografia);
- dati di contatto (indirizzo permanente, indirizzo attuale, indirizzo e-mail e numero di telefono);
- documenti (es. certificazioni di lingua inglese, lettera motivazionale);
- curriculum vitae.

Perché raccogliamo i tuoi dati e perché il loro trattamento è lecito?

Il Titolare raccoglie e tratta i dati personali dell'interessato per il perseguimento delle seguenti finalità:

- per consentire all'interessato di inviare la propria candidatura e quindi partecipare alla selezione per il profilo ricercato (la base giuridica del trattamento è rinvenibile nello svolgimento di un incarico di interesse pubblico o connesso all'esercizio di pubblici poteri ai sensi dell'art. 6, par. 1, lett. e) del Reg. 2016/679/UE, nonché nel rapporto precontrattuale e contrattuale esistente tra l'interessato ed il Titolare);
- gestire, da un punto di vista amministrativo, la selezione dei candidati sulla base della valutazione di merito e del curriculum dell'interessato (la base giuridica del trattamento è rinvenibile nello svolgimento di un incarico di interesse pubblico o connesso all'esercizio di pubblici poteri ai sensi dell'art. 6, par. 1, lett. e) del Reg. 2016/679/UE, nonché nel rapporto precontrattuale e contrattuale esistente tra l'interessato ed il Titolare).

In che modo il Titolare del trattamento tratta i tuoi dati personali e per quanto tempo vengono conservati i dati?

I dati personali dell'interessato sono trattati sia in forma cartacea che elettronica (server, database cloud, software, ecc.).

Il Titolare conserva i dati dell'interessato per un periodo di tempo coerente con quanto prescritto dalla legge e tenuto conto del tempo necessario per il corretto raggiungimento delle finalità sopra indicate.

A chi comunichiamo i tuoi dati personali?

- **internamente**

Ai dati personali degli interessati possono accedere esclusivamente i dipendenti del Titolare e altro personale al fine di fornire agli interessati i servizi richiesti e limitatamente ai soli dati necessari a tal fine, in particolare:

- personale amministrativo;
- personale accademico;
- collaboratori.

I nostri dipendenti e altro personale sono stati informati e formati sull'importanza di osservare le regole e i principi che regolano il trattamento dei dati personali.

- **esternamente**

Il Titolare condivide i dati personali degli studenti iscritti con alcuni fornitori che svolgono un ruolo nell'erogazione dei servizi richiesti e che a tal fine sono stati appositamente nominati Responsabili esterni del trattamento. I fornitori che accedono ai dati lo fanno in conformità con la legge applicabile in materia di protezione dei dati e con le istruzioni impartite dal Titolare del trattamento.

Il Titolare del trattamento non condivide i dati personali degli interessati con soggetti esterni, salvo i casi in cui ciò sia richiesto dalla legge o da un'Autorità:

- se ciò è necessario per motivi di sicurezza nazionale;
- per motivi di interesse generale;
- su richiesta delle autorità pubbliche.

I tuoi dati vengono trasferiti all'estero?

I dati dell'interessato non sono trasferiti al di fuori dello Spazio Economico Europeo. Nell'eventualità in cui tale trasferimento si renda necessario, si applicheranno gli istituti previsti dal Titolo V del GDPR.

Quali sono i tuoi diritti in qualità di interessato e come puoi esercitarli?

Il Regolamento generale sulla protezione dei dati (GDPR) dell'Unione europea conferisce all'interessato diritti specifici, in particolare per quanto riguarda l'accesso ai dati, la rettifica dei dati, l'opposizione al trattamento dei dati per scopi commerciali o al trattamento automatizzato dei dati, la cancellazione dei dati, la limitazione del trattamento dei dati e la portabilità dei dati. Gli interessati hanno inoltre il diritto di proporre ricorso all'Autorità Garante per la protezione dei dati personali.

Gli interessati che intendano esercitare i diritti previsti dalla legge possono, senza formalità, inviare una e-mail all' indirizzo_privacy@luiss.it o scrivere al Titolare Luiss Guido Carli in Viale Pola 12, 00198 Roma, Italia, esponendo la loro richiesta e fornendo le informazioni necessarie per identificarli.

I dati di contatto del Responsabile della protezione dei dati (DPO) sono disponibili sul sito web del Titolare del trattamento all' indirizzo.www.luiss.it.

Privacy notice pursuant to art. 13 Reg. 2016/679/EU

Introduction

This privacy notice describes the characteristics of the processing undertaken by Luiss in relation to the personal data provided by those who intend to apply for selection procedures for the present Call for Applications and highlights their statutory rights in this regard.

The privacy notice is periodically updated to take account of regulatory developments and new methods of processing personal data.

What personal data do we collect?

The Controller collects and processes the following personal data:

- identification data (name, surname, passport, photograph);
- contact details (permanent address, current address, e-mail address and telephone number);
- documents (e.g. english language certifications, motivational letter);
- curriculum vitae.

Why do we collect your data and why is their processing lawful?

The Controller collects and processes the data subject's personal information in pursuit of the following purposes:

- to allow the data subject to send their candidacy and thus participate in the selection for the profile sought (the legal basis of the processing lies in the performance of a task of public interest or connected to the exercise of public authority pursuant to art. 6, par. 1, lett. e) of Reg. 2016/679/EU, and in the pre-contractual and contractual relation between the data subject and the Data Controller);
- to manage, from an administrative point of view, the selection of candidates based on the assessment of the merit and the curriculum of the data subject (the legal legitimacy of the processing lies in the performance of a task of public interest or connected to the exercise of

public authority pursuant to art. 6, par. 1, lett. e) of Reg. 2016/679/EU, and in the pre-contractual and contractual relation between the data subject and the Data Controller).

How does the Controller process your personal data and how long is the data stored for?

The data subject's personal data are processed both on paper and electronically (servers, cloud database, software, etc.).

The Controller stores the data subject's data for a period consistent with what the law prescribes and having regard to the time required to correctly achieve the purposes stated above.

To whom do we communicate your personal data?

• internally

The personal data of data subjects can be accessed solely by the University's employees and other personnel to provide the data subjects with the requested services and limited solely to the data necessary to that end, in particular:

- administrative staff;
- academic staff;
- collaborators.

Our employees and other personnel have been informed and trained regarding the importance of observing the rules and principles governing the processing of personal data.

• externally

The Controller shares the personal data of registered students with some suppliers that play a role in providing the services requested and that have been specifically appointed as external Processors to that end. Suppliers that access data do so in compliance with applicable data protection law and the instructions given by the Controller.

The Data Controller does not share the personal data of data subjects to external parties, except in cases where it is required by law or by an Authority:

- if it is necessary on grounds of national security;
- for reasons of general interest;
- on foot of a request made by public authorities.

Are your data transferred abroad?

The data of the interested party are not transferred outside the European Economic Area. In the eventuality that this transfer is necessary the institutes provided for by Title V of the GDPR will be applied.

What are your rights as a data subject and how can you exercise them?

The European Union's General Data Protection Regulation (GDPR) grants data subject specific rights, in particular, regarding access to data, rectification of data, objection to processing of data for commercial purposes or automated processing of data, erasure of data, restrictions on processing of data and portability of data. Data subjects are also entitled to seek redress through the Data Protection Authority.

Any data subjects wishing to exercise their statutory rights may, without formality, send an e-mail to privacy@luiss.it or write to the Controller Luiss Guido Carli at Viale Pola 12, 00198 Rome, Italy, setting out their request and furnishing the information necessary to identify them.

The contact details of the Data Protection Officer (DPO) can be viewed on the Controller's website at www.luiss.it.